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Enriching Lives Through Effective And Caring Service



css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

May 28, 2015

TO: Each Supervisor

FROM: Cynthia D. Banks
Director

SUBJECT: NOTICE OF INTENT TO REQUEST DELEGATED AUTHORITY TO
APPROVE A PERCENTAGE INCREASE EXCEEDING TEN PERCENT
OF THE SINGLE CONTRACT AMENDMENT AMOUNTS WITH WORKFORCE
INNOVATION OPPORTUNITY ACT (WIOA) PROGRAM CONTRACTS
AND LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM
CONTRACTS FOR FISCAL YEAR 2015-16

This is to advise your Board that Community and Senior Services (CSS) is scheduling a Board letter for the June 9, 2015, agenda requesting approval to amend and extend current WIOA Adult and Youth Employment Contracts. The Board letter also requests delegated authority to exceed the Board authority limit for any single contract amendment.

In accordance with Board of Supervisors Policy No.5.120, prior Board notice is required for any department requesting delegated authority to increase Board-approved contracts over ten percent.

JUSTIFICATION

This authority will allow CSS greater capacity to amend these contracts to implement new funding streams, programs, and services in an expeditious manner. It will also allow for the rapid adjustments when various situations occur with contractors. In most instances where speed and response time are of key importance, the increased delegated authority will allow CSS and its network of contract agencies to maximize, prioritize, and increase access to services on a continuous and ever-increasing basis to its over-growing clientele, which more effectively meets the County's mission, "To enrich Lives Through Effective and Caring Service."

WIOA was signed into law in July 2014 and implementation begins July 1, 2015. WIOA, which is a work in progress with continual new developments, will require adjustments that CSS cannot anticipate, thus justifying the authority to approve a percentage increase exceeding the current ten percent.

Often in our experience with WIA programs, unanticipated funding becomes available and must be spent in a short time frame. Also when new funding is made available for programs/services that do not fit under the current program and/or are not contained within the current scope of work of existing contracts, a new procurement must be conducted as new services cannot be amended into existing contracts. The authority to receive a percentage increase exceeding the Board-approved amount would alleviate this issue.

NOTIFICATION TIMELINE

Consistent with the procedures of Board Policy No. 5.120, we are informing your Board of our intention to proceed with filing the Board letter with the Executive Office of the Board of Supervisors for the June 9, 2015 Board meeting.

If you have questions or concerns please contact me or Paul Goldman, Assistant Director, Contract Services Branch, at (213) 738-2783 or pgoldman@css.lacounty.gov.

CDB:PG:CD:cf

c: Executive Officer, Board of Supervisors
 Chief Executive Officer
 County Counsel
 Paul Goldman
 Carol Domingo